

MILLSTONE TOWNSHIP
OPEN SPACE & FARMLAND PRESERVATION COUNCIL
Meeting Minutes for Thursday, January 28, 2016
215 Millstone Road, Millstone Twp, NJ 08535

Ms. Siedman called the meeting to order at 7:36 pm.

The Secretary read the Adequate Notice.

Roll Call

Present: (11) Asprocolas, Bailey, Butch, Denardo, Kozak, Kuczinski, Lenzo, Marra, Morelli, Schloss, Siedman

Absent: (0)

Public Comment Session: Opened and closed at 7:37 pm. No public in attendance.

Approval of Minutes

A Motion to approve the November 19, 2015, minutes was made by Mr. Denardo with a Second offered by Mr. Marra. Roll call vote:

AYES: (6) Denardo, Marra, Asprocolas, Kozak, Schloss, Siedman

NAYS: (0)

ABSTAIN: (0)

Reorganization

➤ ***Council Appointments***

Resolution No. 16-18 appoints the following members:

- Patricia Butch, seat number 1, 3-year term commencing 1/1/16 and ending 12/31/18.
- Anthony Marra, seat number 2, 3-year term commencing 1/1/16 and ending 12/31/18.
- Robert Bailey, Planning Board Liaison, 3-year term commencing 1/1/16 and ending 12/31/18.
- Jeanette Kozak, Alternate 1, fulfilling unexpired term of Anthony Marra, term expires 12/31/16.
- Michele Lenzo, Alternate 2, 2-year term commencing 1/1/16 and ending 12/31/17.
- Mike Kuczinski, Township Committee Liaison, 1-year term commencing 1/1/16 and ending 12/31/16.

Council members were introduced to and welcomed new member, Michele Lenzo.

➤ ***Election of Chair***

Ms. Siedman opened the floor to nominations for Chairperson. Ms. Butch nominated Ms. Morelli for the position of Chair with a Second offered by Mr. Bailey. Mr. Denardo nominated Ms. Siedman with a Second offered by Ms. Schloss. Ms. Butch suggested that each nominee speak briefly about themselves. Ms. Siedman accepted the nomination and explained that this will be her fourteenth year serving on this Council and that she has actively participated in the growth and success of the Council over the years. Ms. Siedman served as Chairwoman during 2015, which was a successful year for the Council. Ms. Morelli accepted the nomination and thanked Ms. Butch. Ms. Morelli explained that she has been a member of the Council for over ten years and that she is passionate about this group and its mission. Ms. Morelli stated she has been a resident of Millstone for fourteen years and feels it is important to participate and get involved. Due to a change during the past year, Ms. Morelli now has the time to devote to the Council and feels it would be a great opportunity to lead this group. Roll call vote:

Ms. Siedman: (5) Denardo, Kuczinski, Marra, Schloss, Siedman

Ms. Morelli: (4) Asprocolas, Bailey, Butch, Morelli
Abstain: (0)

- **Election of Vice Chair:** Mr. Denardo nominated Ms. Schloss for the position of Vice Chair with a Second offered by Ms. Siedman. Ms. Schloss accepted the nomination. Ms. Butch nominated Ms. Morelli with a Second offered by Mr. Bailey. Ms. Morelli accepted the nomination. Roll call vote:

Ms. Schloss: (5) Denardo, Kuczinski, Marra, Schloss, Siedman
Ms. Morelli: (4) Asprocolas, Bailey, Butch, Morelli
Abstain: (0)

Committeeman Kuczinski acknowledged that Ms. Siedman will remain as Council Chair and Ms. Schloss will remain as Vice Chair for 2016.

- **Adoption of Meeting Schedule for 2016:** Mr. Asprocolas made a Motion with a Second offered by Ms. Butch to adopt the meeting schedule for 2016.

AYES: (9) Asprocolas, Bailey, Butch, Denardo, Kuczinski, Marra, Morelli, Schloss, Siedman

NAYS: (0)

ABSTAIN: (0)

The 2016 meeting schedule is as follows:

January 28, 2016	July 28, 2016
February 25, 2016	August 25, 2016
March 24, 2016	September 22, 2016
April 28, 2016	October 27, 2016
May 26, 2016	November 17, 2016
June 23, 2016	December 15, 2016
	January 26, 2017

- **Designation of Official Newspapers:** Mr. Denardo made a Motion with a Second offered by Ms. Schloss to designate the Asbury Park Press and The Times of Trenton as the official Council newspapers. Roll call vote:

AYES: (9) Asprocolas, Bailey, Butch, Denardo, Kuczinski, Marra, Morelli, Schloss, Siedman

NAYS: (0)

ABSTAIN: (0)

- **2016 Committee Assignments:** Council members reviewed the list of committee assignments. Ms. Butch asked to be removed from the Grant Writing and OSFP Inventory, Stewardship and Management committees. Preservation Signage is now administered by the State.

Correspondence

- Email from SADC received 11/20/15 re: 2017 Annual County and Municipal Planning Incentive Grant (PIG) Application Cycle. The email was forwarded to Council members on 12/7/15 and the application was submitted prior to the 12/15/15 deadline.
- Letter from Green Acres dated 1/12/16. The project agreement paperwork is being processed to receive the \$550,000 allocation from Green Acres for past acquisitions under Project Evergreen.
- Email dated 1/26/16 regarding the 2016 ANJEC Environmental Commission Stewardship Grants. Council members discussed the grant application and

requirements: the maximum grant amount is \$1,500, there is a minimum of 80 volunteer hours required and the deadline to submit an application is April 1, 2016. Eligible applicants are Environmental Commissions and this Council would need to partner with Millstone's EC on the proposal submission and deliverables. Ms. Butch provided information regarding the grant she wrote for the EC in 2013 for "No Motorized Vehicles" signs. Ms. Schloss read a sample list of suitable projects. Council members discussed submitting an application for trail maintenance and Committeeman Kuczinski asked Ms. Morelli to contact the Trailblazers to determine if there is interest in a trail maintenance grant and which trails would be best suited for the grant. The grant information had been sent to both the Historic Commission and the Friends group. The Historic Commission is not interested in the grant. Ms. Butch explained that the Friends group may be interested in the grant but it will need to be discussed at their next meeting on February 4, 2016. Ms. Butch elaborated on a potential grant proposal that involves pollinator gardens.

Old Business

- ***Municipal Farmland Preservation Process Document Update:*** Mr. Marra reviewed the document in detail and provided a few revisions to clarify site assessment procedures. The Secretary will update and distribute the document to both the Ag and OSFP Council members. Ms. Butch suggested posting the municipal farmland preservation application to the Township's website. Mr. Marra requested the establishment of a log sheet and numbering system for farmland preservation applications.
- ***Preservation Updates:*** The 153-acre Perl South property on Trenton-Lakewood Road closed with the State on 1/8/16 and is now part of the Prospertown Lake Wildlife Management Area. Funding partners include Millstone Township, the Monmouth County Park System and D&R Greenways in addition to the State Green Acres Program.
- ***Monmouth County Municipal Open Space Grant #12-04, Baird Homestead Development Project:*** The project is progressing but not complete at this time.
- ***Monmouth County Municipal Open Space Grant #14-12 - Millstone Park Phase 1 Development:*** Mr. Denardo provided a copy of the plan for Council members to review. Due to septic requirements, it was decided that a mobile kitchen would be more economically feasible than a traditional kitchen facility. The concession building will house a kitchen for serving food but will not be outfitted for cooking. The mobile kitchen can be moved to various locations within the park as well as to other locations, if needed. The grading plan should be finalized next week and will require approval of Freehold Soil Conservation, after which the grading plan will go out to bid. Ms. Butch explained that if substantial changes are made to the plan, it is better to submit amendments during the planning phase so that project close-out goes smoothly.
- ***Historic ME Church:*** A matching grant in the amount of \$250,000 has been awarded for repairs. An article about the church and the grant appeared in the February issue of the Millstone Times. The bids will go out within the next few weeks.
- ***Trail Maintenance & Grants:*** Ms. Siedman reviewed the background and status of the Doctor's Creek Trail Loop grant: the grant application was submitted in December 2010; the Township was awarded a grant in the amount of \$22,900 in 2011; \$8,000 in trail marking supplies were ordered and are currently being stored on Township properties; the trail markers were going to be installed by the Trailblazers; in September of 2015, the Township Administrator wrote a letter to the DEP requesting an extension of time to complete the grant work but a response to the request has not been received. Ms. Butch explained that the trail work was held up by Hurricane Sandy and is being held up further by the development of Millstone Park.

- **2015 Year End Review:** Ms. Siedman reviewed the list of accomplishments for 2015. Ms. Butch asked if the annual Planning Incentive Grant application was submitted to the County for review. The Secretary confirmed that the application had been submitted to Ms. Honigfled at the County and will provide the exact date to the Council. Ms. Butch explained that the application is due on December 15th of each year and asked if the application had been discussed during open session of an Open Space Council meeting. Ms. Schloss explained that the email regarding the application was received after the date of the November meeting and was due prior to the date of the December meeting. Ms. Schloss questioned if there was any difference between the discussion taking place at the December 2015 meeting or the January 2016 meeting since both meetings occurred after the submission deadline. It was decided that, going forward, the annual PIG application will be included as an agenda item every November.

New Business

- **Clambake:** Council members discussed dates and decided on Sunday, June 12, 2016.
- **Landowner Meet & Greet:** Council members discussed hosting a meet and greet event for large landowners and farmers to meet representatives from various land preservation groups and learn about the different preservation programs. Millstone has funding available for a municipal PIG application which will be rescinded if not allocated to a project. Council members discussed dates, locations, guest speakers and which landowners to invite. Mr. Denardo volunteered to chair the event. Ms. Butch will contact representatives from land preservation groups and invite them to speak about their respective programs. Ms. Kozak will contact the Millstone Elks Lodge to see if the hall is available on Tuesday or Wednesday, March 8th or 9th. The Secretary will compile a list of farm assessed properties that are 25 acres or larger. Invitations to landowners will be mailed as soon as the date and location are set.

Events

- **2016 NJ Land Conservation Rally:** The annual Land Conservation Rally will be held on Friday, March 18, 2016, at the Wyndham Garden Hotel in Trenton. The workshop listing was distributed for Council members to review. Members who are interested in attending the Rally should notify the Secretary by Friday, February 5th.

Committee Reports

- **Finance:** Committeeman Kuczinski explained that the Township Engineer has been authorized to do some work for a county park acquisition as a gesture of good faith. The Monmouth County Park System (MCPS) purchases and preserves land in Millstone at no cost to the Township. The Township Engineer, who is knowledgeable of our zoning regulations and ordinances, has provided engineering services on previous MCPS acquisitions.
- **Public Relations/Publications:** An article about the Clarksburg ME Church appeared in February issue of the Millstone Times.
- **Legislative Awareness:** Mr. Asprocolas explained that the provisional driver's license regulations have been revised back to the old standard for the agriculture license. Under the provisional driver's license, a 16-year-old farm worker had to be accompanied by a driver at least 21-years of age who has had a valid license for at least three years. The agriculture license now allows 16-year-olds to drive solo when conducting farm business. Other motor vehicle regulation changes include increasing the speed that a tractor can travel on the road from 25 to 35 mph without having to be registered. Mr. Asprocolas announced that there is a new grant funded "Grown in Monmouth" initiative and that the NJ Vegetable Growers Convention and State Agriculture Convention will be held in February. Ms. Butch explained that the modified

wetlands regulations have been revised by the DEP and farmers are not as regulated when allowing modified wetlands to go fallow. Ms. Butch also explained that preservation groups are upset that the Governor pocket vetoed open space funding legislation. The funding source has been established but funds have not been allocated and released yet.

- **Stewardship:** Ms. Siedman explained that no new monitoring assignments have been received and the stewardship team will begin re-visiting baselined properties.
- **Review Planning Board and Board of Adjustment Applications:** Mr. Bailey provided information on the Black Bear application and requirements regarding drainage as well as the Lenzo application for a new business to be located on Route 33.

At 9:32 pm a Motion was made by Mr. Denardo with a Second offered by Mr. Asprocolas and by unanimous vote the Council moved to executive session.

At 9:35 pm the Council returned to regular session. Having no further business to discuss, a Motion to adjourn was made by Mr. Denardo with a Second offered by Mr. Marra and by unanimous vote the meeting adjourned at 9:35 pm.

Respectfully submitted,

Lorraine Maher
Council Secretary